



MEETING MINUTES

EASTERN WYOMING COLLEGE BOARD OF TRUSTEES MEETING March 10, 2020 Dolores Kaufman Boardroom

The Eastern Wyoming College Board of Trustees met in a work session at 4:00pm in the Dolores Kaufman Boardroom. Those members present were Robert Baumgartner, Judith Bartmann, Randy Adams, John Patrick, Mike Varney, Colby Ochsner and Tom John McCreery.

WORK SESSION:

During the work session, the Board of Trustees reviewed Board Policies. Roger Humphrey explained the changes to these policies.

- Board Policies 5.3 Institutional Withdrawal; Trustee Patrick suggested changing the word “extenuating” to adverse or unique”
- Board Policy 5.6 Financial Holds with editorial changes only
- Board Policy 5.7 Family Educational Rights and Privacy Act with consumer information that needed to be explicit per FERPA, and changes from “EWC official to VP of Student Services”
- Board Policy 5.11 Residence Classification Policy with added verbiage from the WCCC in terms of their regulations
- Board Policy 5.12 High School Student Tuition Policy with changes to the concurrent and dual enrollment replacing the existing verbiage to new verbiage from WCCC.
- Board Policy 6.11 Animals or Pets on Campus Policy; Dr. Ochsner made updated changes with recommended verbiage of “healthy and cared for and vaccinated” which provided improvements and specificity to the policy.

Dr. Travers visited with the Board regarding their renewal date and election to the Board. Since Goshen County will be moving towards electing from all Goshen County instead of areas in the District, the questions arose as to when each Board member would need to apply again to be on the Board. Attorney David Evans will examine this process and report back to the Board.

Dr. Travers informed the Board of the upcoming WCCC meeting being held at EWC on April 15th and 16th. Every 1 ½ years EWC gets to host at our campus. She would like the Board to come to the reception from 5:00pm to 6:30pm in CTEC on April 15th. The Board will have an informal meeting with the WCCC at 6:30pm that same night in CTEC 218.

OPEN MEETING:

The Board of Trustees meeting began at 5:45 pm.

INTRODUCTIONS

Ms. Julie Sherbeyn introduced the Civitas employees and groups. This month’s awards went to Ms. Julie Sherbeyn, Ms. Amy Smith, Student Alex Karras, Student Seth Shorb, the GEAR UP group of Ms. Judy Brown, Ms. Rebecca Deen, Ms. Crystal Ringle, and Mr. Coulter Carlson, and also the Skills USA Group.

Student Senate Update – Ms. Julie Sherbeyn (for Josh Andreassen)

Ms. Sherbeyn updated the Board on the Student Senate upcoming projects and accomplishments. Currently they are working on updating the constitution, providing a mechanical bull at the dance on March 23rd, examining the student fee allocations with a committee, the nominations for Officers to serve the FY20-21 school year, and will be working with Mr. Dante Geoffrey on the March of Dimes in collaboration with Phi Theta Kappa to facilitate the event this year.

Mr. Tyler Vasko updated the Board about the Data Center Upgrade. The process is complete. They started before Christmas break and finalized it January 27th. This upgrade should be able to run for at least 5 plus years with no interruption, as it carries a lifetime of about 5 years.

Ms. Kaitlyn Steben and Dr. Heidi Edmunds presented the Outcomes Assessment Report. Kaitlyn took over the committee this year, and replaced Mr. John Cline.

No comments were provided at the Open Forum.

ACTION: Trustee Varney made a motion to approve the Agenda. Trustee Patrick seconded the motion. Motion passed unanimously.

PRESIDENT'S UPDATE:

Dr. Travers updated the Board of her activity for the month of February.

ACTION: Trustee McCreery made a motion to accept the Consent Agenda with the minutes from the February 11, 2020, meeting and the Addendum, which approved the appointment of Non-Tenured faculty to Tenure for Ms. Jamie Michael, Dr. Sridhar Budhi, Dr. Colleen Mitchell, and Ms. Amanda Lashley. Trustee Adams seconded the motion. Motion passed unanimously.

ACTION ITEMS

ACTION: Trustee Bartmann made a motion to approve the Financial report. Trustee McCreery seconded the motion. Motion passed unanimously.

ACTION: Trustee Patrick made a motion to the updates and changes to the Fall 2020 and Spring 2021 Academic Calendar. Trustee Varney seconded the motion. Motion passed unanimously.

Dr. Heidi Edmunds explained the reasoning behind the revisions to the existing calendar.

ACTION: Trustee McCreery made a motion to approve the final reading to Board Policy 4.0 Faculty Rights and Responsibilities. Trustee Ochsner seconded the motion. Motion passed unanimously.

ACTION: Trustee Patrick made a motion to approve the final reading to Board Policy 4.1 Education Design (changed to Academic Program Compliance). Trustee Bartmann seconded the motion. Motion passed unanimously.

ACTION: Trustee Adams made a motion to approve the final reading to Board Policy 4.2 Instructional Support (changed to Academic Support). Trustee McCreery seconded the motion. Motion passed unanimously.

Updates were provided by:

Mr. John Hansen, spoke for Tami Afdahl on the updates from the College Relations Department.

Dr. Margaret Farley, Vice President for Douglas Campus, updated the Board on the final concurrent numbers this spring with a total of 754 total headcount of high school students in service area. They gave 3 campus tours for Gunsmithing. Glen visited Thunder Beast Arms in Cheyenne. They would like to take a tour of the Douglas facility. The Nursing ACEN virtual accreditation went well. They followed-up with Suzey and informed her that they were going to recommend the nursing program for full accreditation at the July commission.

Ms. JoEllen Keigley, Staff Alliance President, informed the Board that they are planning a spring wellness activity. Staff alliance spotlight for the month was the WACCT nominees. In May, they will do a compilation of the year in review.

Dr. Colleen Mitchell, Faculty Senate President, informed the Board of their continuance of work with Roger Humphrey and Debbie Ochsner on Academic dishonesty. Currently, they are putting together a draft of the policy and will review it with Faculty Senate. They would like to make more of an appeals process. The academic policy is too short and needs to be redone and more specific. Colleen is working with College Relations to create a photo Board of all departments and rotate them every month. The Faculty Senate will be meeting with Dr. Travers about strategic plans next month.

Mr. John Hansen, Director for Institutional Development, updated the Board regarding the ATEC amount left to pay was at about \$83,000. All the invitations to the CTEC fundraiser event have been mailed. On

Friday, March 24th, Encore Green Environmental will be at EWC from 6:00pm to 8:00pm. In hopes to create some culture at EWC, a humanities grant will assist us in our "Tales and Trails" presentation on April 3rd with Mayor Randy Adams.

Ms. Holly Lara, Director for Human Resources, informed the Board of the upcoming Corona Virus disruption and how it may affect work and leave time. The crisis management team will work with HR to resolve issues. Currently, they are advertising for a Nursing Program Director, and an Accounts Receivable positions. HR is currently working on the job description for a Head Custodian.

Dr. Heidi Edmunds, Vice President for Academic Services, informed the Board that Dr. Ochsner worked very hard on the tenure process and changed it for the better. Ms. Callie Allred just completed the Adult Education 5-year grant on Feb. 28th. Ms. Kimberly Russell completed the Perkins Grant and will present that at the next Board meeting. The ACALOG program is live and available on the EWC Website. Dr. Edmunds presented a small demonstration to the Board on how it is designed. They are currently working on common course numbering that will work very well with ACALOG.

Mr. Roger Humphrey, Vice President for Student Services, informed the Board that they are very close to completing RADIUS online. The goal is to have the housing deposit functional on Radius. The current admission count so far is 445. He is working on the Pandemic Preparedness plan and Crisis Management Plan; The Pandemic portion will be incorporated in to Crisis Management plan. The last time it was looked at was in 2007 when we had the Bird Flu Pandemic plan.

Mr. Keith Jarvis, Director for Maintenance, gave a presentation and slideshow of the progress of the ATEC Building and informed the Board of the workload for maintenance.

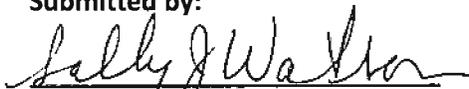
TRUSTEE TOPICS:

Trustee Patrick informed the Board that he was made aware of the fact that Vet Tech needs mop handles readily available. Trustee Patrick also asked Attorney Evans to look into the process for Board appointments. Mr. Evans will research this and will report back to Board.

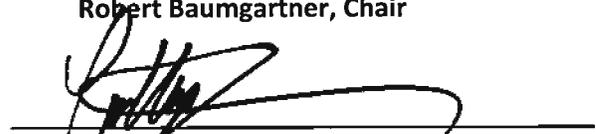
ACTION: Trustee McCreery made a motion to adjourn the regular meeting and move into Executive Session. Trustee Patrick seconded the motion. Motion to passed unanimously.

Meeting adjourned at 7: 31 pm.

Submitted by:


Sally J. Watson


Robert Baumgartner, Chair


Colby Ochsner, Secretary